

IMPORTANT INSTRUCTIONS

Please read the following instructions carefully before filling the admission



PRINT IN COLOR

Please print this page in color better clarity and easy processing.



FILL THE FORM

Fill all the required information **BLOCK CAPITALS** neatly and correctly.



VISIT OUR OFFICE

Bring the filled admission form to our office:
134 Bahadurabad rd No.11, Bhadurabad
Bahadur Yar Jang CHS, Karachi, Sindh



FOR LOCATION OR QURIES

Contact us on WhatsApp.
+92 309 2258053



PAYMENT & RECEIPT

Payment will be collected on site when you visit after meeting & you will receive the fee receipt.



We're looking forward to welcome you to
GERMAN LEARNING CENTRE & SKILL DEVELOPMENT

Thank You!



Please fill this form in BLOCK CAPITALS

1 PERSONAL PROFILE

Student's Name:

Father's Name:

Date of Birth: - -

Gender: ☐ Male ☐ Female

Address:

Nationality:

Res. Phone #:

Email Address:

Religion:

Cell #:

Domicile:



PHOTO
(Past 12 Months)

2 PARENT'S / GUARDIAN INFORMATION

N.I.C No.: - -

Father Occupation/ Position / Rank:

Contact No.:

3 SELECTION OF COURSES (Tick your choice)

Digital Skills

☐ Office Automation

☐ Digital Marketing

☐ Web Development

☐ E-commerce (Shopify)

☐ Graphics Designing

German Language

☐ German A-1 Level

☐ German B-2 Level

☐ German A-2 Level

☐ Exam Preparation

☐ German B-1 Level

4 CURRENT EDUCATION

School / College / University:

Class / Year / Part:

Group of Studies:

5 FOR OFFICE USE ONLY

ADMISSION / FEE	MONTHLY FEE	COURSE DURATION	TOTAL AMOUNT RECEIVED	RECEIPT NO.

Payment Plan: ☐ Lump Sum ☐ Two Installments
☐ Monthly ☐ Three Installments

Batch No:

Dated:

6 REMARKS

Sign of Head of Department

Receiver's Signature





TERMS & CONDITIONS



REQUIRMENTS

- Two Photographs



FEE TERMS

- Tuition Fee will be paid in advance.
- Tuition Fee will not be refundable or transferable in any case.
- All students are advised to submit their monthly fee within the first 10 days of the month otherwise month defaulter's name will be struck-off from the register and re-admission fee will be charged as per policy.



TERMS FOR TERMINATION

- If students are found taking part in any political activities or misconduct with staff member or students.
- If fee is not paid within the due date.
- If student is absent for five days continuously without any information.
- If student is absent in any test organized by the institute.



I _____ S/o, D/o _____

Hereby accept the rules and regulations of the institute, and on the breach of conduct or rules my admission will be cancelled.



Date: _____



STUDENT SIGNATURE: _____

